

**Human Services Advisory Commission**

**Approved Minutes of Regular Meeting**

**October 26, 2018**

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**Commissioners Present:** Karen Roy-Guglielmi, William Campbell, Teri Rogers, Ann Letendre

**Commissioners Absent:** Judge Pernell

**Staff Liaisons Present:** Michelle Hill, Allison Maynard

**Approval of Minutes:** Regular Meeting of May 21, 2018

**Communication and Correspondence:** Allison Maynard reported on reports received from non-profit organizations that are currently receiving funding. Commission requested Allison Maynard include an ongoing report related to data received from organizations. This will be added to future agendas.

**Review of Grants Application Process and Timeline:** Committee members discussed moving up the deadline for grant submissions to allow for adequate time to review and make recommendations to the Mayor. Further discussion was had about creating a scoring rubric as part of the review process. The committee agreed to invite current grantees to our next meeting to talk about the programs the Town is currently funding.

**Submitted by:** Allison Maynard